



**STATE BOARD OF EXAMINERS FOR
SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY**

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P.O. Box 12197
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**POSITION STATEMENT RELATING TO WORK LOAD AND
CASELOAD SIZE IN THE PUBLIC SCHOOLS**

PURPOSE:

The purpose of this document is to ensure the public of professional conduct by speech language pathologists by providing guidance relating to work load in determining an appropriate caseload size in the public schools.

REFERENCES:

The Act: Texas Occupations Code (TOC), Chapter 401

Board Rules: 22 Texas Administrative Code, Chapter 741

Subchapter D, §741.41 relating to Code of Ethics

Variables that affect quality of services and caseload include the following:

- the severity of the communication disorder
- the effect of the disorder on the individual's ability to function in educational, employment, and home/social settings
- the special needs of the student/client
- the number of locations in which services are provided
- the travel time between locations and
- the effect of variable schedules to include year round and multi-track schools

Speech language pathologists are required to perform duties other than direct services that are essential to the appropriate management of each student/client. These duties may include, but are not limited to the following:

- conducting speech-hearing-language screenings

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- carrying out comprehensive diagnostic evaluations
- writing reports
- participating as a member of multi-disciplinary teams and conferences
- developing IEP's and or treatment plans
- participating in on-going teacher and parent conferences and family education support
- providing in-service training
- participating in continuing professional education
- participating in annual review conferences and staffings
- coordinating assistive technology support services
- participating in the pre-referral and referral process
- planning instructional/therapeutic changes
- supervising support personnel, speech-language pathology interns, and speech-language pathology assistants (Note: An intern may pursue the American Speech-Language-Hearing Association Clinical Fellowship (ASHA CF) simultaneously.)

Since services must be provided by a licensed speech-language pathologist and certain types of services and students/clients are more time-intensive than others, it is necessary to consider realistically how the amount of time available in each day/week/month can be divided across all services to students/clients. The caseload must reflect a balance between how many hours are available in a day for services to the student/client and how many hours are needed to complete paperwork, staffing, and other required activities. It is also imperative to consider that the roles and responsibilities of speech-language pathologists have a major impact on caseload size, by reducing the amount of time available for direct and indirect services to students/clients. In order to provide this balance, a maximum caseload limit of 60 is recommended taking into account the variables that affect quality of services.

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**POSITION STATEMENT RELATING TO
SERVICES TO DYSPHAGIC PATIENTS BY
SPEECH-LANGUAGE PATHOLOGISTS**

PURPOSE:

This purpose of this statement is to notify licensees and consumers that a licensee shall adhere to the national standard of practice in order to protect the public.

REFERENCES:

The Act: Texas Occupations Code, Chapter 401, §401.001
Board Rules: 22 Texas Administrative Code, Chapter 741
Subchapter D, §741.41 relating to the Code of Ethics

The Board recommends that speech-language pathologists and interns in speech-language pathology utilize the American Speech-Language-Hearing Association's statements relating to Knowledge and Skills Needed by Speech-Language Pathologists Providing Services to Dysphagic Patients/Clients, Dysphagia, and Instrumental Diagnostic Procedures for Swallowing.

You may contact the American Speech-Language-Hearing Association to obtain this document.

Internet site: <http://www.asha.org>

Phone: (800) 498-2071

E-mail: actioncenter@asha.or



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POSITION STATEMENT RELATING TO LARYNGEAL VIDEOENDOSCOPY/STROBOSCOPY

PURPOSE:

The purpose of this statement is to notify licensees and consumers that a licensee shall adhere to the national standard of practice in order to protect the public.

REFERENCES:

Board Rules: 22 Texas Administrative Code, Chapter 741
Subchapter D, §741.41 relating to the Code of Ethics

The Board accepts the joint statement regarding the Role of Otolaryngologists and Speech-Language Pathologists in the Performance and Interpretation of Stroboscoped Videolaryngoscopy developed by the American Academy of Otolaryngology Voice and Swallow Committee and the Special Interest Division on Voice and Voice Disorders of the American Speech-Language-Hearing Association (ASHA). Licensees should refer to the ASHA Training Guidelines for Laryngeal Videendoscopy/Stroboscopy to determine competency.

Licensees are subject to disciplinary action for any violations of the Board Rules regardless of whether the guidelines are followed. Any adverse results of stroboscoped videolaryngoscopy should be reported to the Board.

You may contact the American Speech-Language-Hearing Association to obtain this document.

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**POSITION STATEMENT RELATING TO
UTILIZATION AND EMPLOYMENT OF SPEECH-
LANGUAGE PATHOLOGY SUPPORTIVE PERSONNEL
WITH UNDERSERVED POPULATIONS**

PURPOSE:

The purpose of this document should act as a “best practices” benchmark through which licensees may evaluate and improve their current practice relating to underserved populations.

REFERENCES:

The Act: Texas Occupations Code (TOC), Chapter 401, §401.302
Board Rules: 22 Texas Administrative Code, Chapter 741
Subchapter D, §741.41 relating to the Code of Ethics

The Board recommends that speech-language pathologists and interns in speech-language pathology utilize the “Utilization and Employment of Speech-Language Pathology Supportive Personnel with Underserved Populations” developed by the American Speech-Language-Hearing Association Committee on Supportive Personnel.

You may contact the American Speech-Language-Hearing Association to obtain this document.

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**POSITION STATEMENT FOR SUPERVISING
LICENSED INTERNS IN
SPEECH-LANGUAGE PATHOLOGY**

PURPOSE:

The purpose of this document is to provide guidance related to the supervision of speech-language pathology interns. The Act and the Board Rules permit speech-language pathology interns to deliver speech-language services under the supervision of a licensed speech-language pathologist. The supervising speech-language pathologist shall be responsible for all client services performed by the intern, and must determine that the intern is qualified to perform those services. A licensed intern shall only practice under supervision of the licensed speech-language pathologist(s) who completed the Intern Plan and Agreement of Supervision Form and received approval from the Board office.

REFERENCES:

The Act: Texas Occupations Code, Chapter 401, §401.312
Board Rules: 22 Texas Administrative Code, Chapter 741
Subchapter D, §741.41(i)-(k) relating to the Code of Ethics
Subchapter E, §741.62 relating to Requirements for an Intern in Speech-Language Pathology License

(NOTE: Failure to follow the requirements of the Act and Board Rules shall result in disciplinary action being proposed by the Board against both the supervising speech-language pathologist and the intern.)

RESPECTIVE DUTIES OF THE SPEECH-LANGUAGE PATHOLOGIST AND INTERN:

Under the supervision of a licensed speech-language pathologist, the licensed speech-language pathology intern is authorized to: conduct evaluations; interpret test results; determine case selection; design treatment programs; collect data and document performance; maintain clinical records; provide written or oral reports (e.g., progress notes, diagnostic reports) regarding patient/client status; make referrals, and participate in interdisciplinary team meetings (e.g., ARD's, IFSP conferences, discharge staffings) for all patients/clients being served. The licensed intern shall abide by the decisions made by the supervisor relating to the intern's scope of practice. In the event the supervisor requests that the intern violate Board Rules, the Texas Occupations Code, or any other law, the intern shall refuse to do so and immediately notify the Board office and any other appropriate authority.

The licensed speech-language pathologist is responsible for verifying that the Board office has approved the Intern Plan and Agreement of Supervision, and that the intern holds a current, valid



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license before allowing him/her to practice. (Note: The intern may simultaneously pursue the American Speech-Language-Hearing Association Clinical Fellowship, but approval from ASHA to begin the Clinical Fellowship is **not** a license to practice.)

PROVIDING ADEQUATE SUPERVISION:

To allow time for appropriate training and supervision, it may be necessary to reduce the number of patients/clients directly served by the licensed speech-language pathologist in relation to the number of interns being supervised. Variables that affect the maximum number of individuals who can be supervised appropriately by the licensed speech-language pathologist may include but are not limited to:

- a. the number of hours per week the speech-language pathologist and intern(s) are employed;
- b. the number of other individuals (e.g., speech-language pathology assistants) being supervised;
- c. time required of the supervising speech-language pathologist in direct service provision;
- d. the experience level of the supervisor and intern(s);
- e. the time limits imposed by supervision requirements;
- f. the number of locations in which services are provided and travel time between locations;
- g. other roles and responsibilities assigned to the speech-language pathologist (e.g., attending staff meetings and fulfilling other campus and district assignments).

The speech-language pathologist should be the *only* professional to decide how many, if any, speech-language pathology interns he/she can supervise and still ensure that all services are provided in compliance with Board Rules and the Texas Occupations Code, Chapter 401.

AMOUNT OF SUPERVISION REQUIRED:

The supervising speech-language pathologist must provide no fewer than 36 clock hours of supervisory activities over the course of the internship. Supervision must be divided equally among the three segments (1/3 length of the internship), including 6 hours of on-site observation of direct client contact at the intern's work site and 6 hours of other monitoring activities during each segment. Other monitoring activities may include, but are not limited to: telephone conferences with the intern, evaluating the intern's records and correspondence, reviewing videotapes of the intern's therapy, and discussing the intern's performance with his/her professional colleagues.

CHANGES IN SUPERVISOR, EMPLOYER, OR NUMBER OF HOURS EMPLOYED:

If the intern changes his or her supervisor or adds additional supervisors, a current Intern Plan and Agreement of Supervision Form must be submitted by the new supervisor and





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approved by the Board office before the intern may resume practice. The past supervisor and the intern must complete a Report of Completed Internship Form and submit it to the Board office upon completion of that portion of the internship. The Board office shall evaluate the form and inform the intern of the results.

If the intern changes employers, but the supervisor and the number of hours employed per week remain the same, the supervisor must submit a signed statement giving the name, address and phone number of the new location. A Report of Completed Internship Form must be submitted for the experience at the previous location.

If the number of hours worked per week changes but the supervisor and the location remain the same, the supervisor must submit a signed statement giving the date the change occurred and the number of hours per week the intern is now working. A Report of Completed Internship Form must be submitted for the past experience. Be sure the form clearly indicates the number of hours worked per week.

DESIGNATE PRIMARY SUPERVISOR:

If more than one supervisor supervises the intern, each supervisor must complete the Intern Plan and Agreement of Supervision Form and be approved by the Board office before supervising. The primary supervisor must be designated. At the end of the internship, the designated primary supervisor must complete the Report of Completed Internship Form. Additional supervisors may either submit the form or write a letter to the Board, naming the primary supervisor and concurring with the primary supervisor's report.

DOCUMENTATION REQUIRED:

The supervising speech-language pathologist must provide feedback to the intern throughout the internship, and shall conduct at least one formal evaluation of the intern's progress in each segment of the internship. Both the intern and supervisor must maintain documentation of the supervisor's observation and evaluation records for three years, or until the speech-language pathology license is granted. These records must be provided to the Board upon request.

ISSUANCE OF INTERN LICENSE AND RENEWAL:

The intern license is issued for one full year to allow sufficient time for most individuals to complete the internship and apply for full licensure or the temporary certificate of registration.

If the internship is not completed by the expiration date of the license, the supervisor should verify that the intern renewed the license. (Ten continuing education hours are required to renew the intern's license, in addition to other required forms and the fee. A Renewal Form is mailed 45 days prior to the expiration date of the intern license and will include complete instructions.)



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INTERNSHIP COMPLETED:

Once the internship has been completed, the intern must submit a current Application Form, fee, and other required documentation to the Board office to apply for full licensure or the temporary certificate of registration. The supervisor shall complete the Report of Completed Internship Form. It is the decision of the supervisor to determine whether the internship is acceptable. Refer to Board Rules, §741.112(a) for documentation to submit to the Board office.

As long as the intern license remains valid, the intern may practice under supervision while awaiting full licensure or the temporary certificate of registration. The supervising speech-language pathologist must mail or fax a signed letter to the Board office, stating that he or she will continue to supervise the intern from the "Ending Date of Internship" as shown on the Report of Completed Internship Form until the intern receives the full license or temporary certificate of registration. However, if the intern changes supervisors, the new supervisor shall first submit the intern plan and agreement of supervision form and receive board approval before the intern may resume practice.

NOTE: Please understand that holding the ASHA CCC is not a license to practice.